

AGENDA
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2016-JUN-27, AT 4:30 P.M.

1. **CALL THE REGULAR COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

(a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-MAY-09 at 4:30 p.m. *Pg. 4-8*

(b) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-MAY-30 at 4:30 p.m. *Pg. 9-13*

5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

(a) **Strategic Plan Update (2016-2019)**

Purpose: To obtain Council direction on their Strategic Priorities for the next three years.

Presentation:

1. Mr. Chris Sholberg, A/Director of Culture, Heritage & Strategic Relationships, and Mr. Philip Cooper, Communications Manager

Staff Recommendation: That Council:

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1. receive the new draft Strategic Plan titled "Strategic Plan Update (2016-2019)" included as Attachment A; and,
2. direct Staff to arrange a Council town hall event to allow the opportunity for the public to review and provide comment on the draft Strategic Plan Update document prior to its finalization and formal adoption.

7. **CORPORATE SERVICES:**

NONE

8. **COMMUNITY SERVICES:**

(a) **Beban Park Central Facility Development Opportunities**

Purpose: To introduce and obtain Council direction on four proposals for development of the central area of Beban Park.

Delegations:

1. Mr. Chris Beaton, Nanaimo Aboriginal Centre
2. Mr. Larry Whaley, Island Roots Market Co-operative
3. Ms. Karen Streeter, Vancouver Island Exhibition Association
4. Ms. Anita Vallee, Boys & Girls Clubs of Central Vancouver Island

Staff Recommendation: That Council (in accordance with Option 1):

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1. receive as information the shared development concept for the central portion of Beban Park presented by the Nanaimo Equestrian Association, Vancouver Island Exhibition Society, Island Roots Market Cooperative, and the Indigenous Peoples Place of Culture (Boys and Girls Club, Aboriginal Centre, and Métis Nation);
2. direct Staff to host, with proponents, a public open house at Beban Park on the proposed developments this summer as well as consult with SFN on proposed use; and,
3. direct Staff to report back with feedback and options for next steps for Council's consideration within the next three months.

(b) **Beban Park Recreation Centre – Boiler Plant Review and Thermal Energy Study**

Purpose: To obtain Council authorization to proceed with a more comprehensive Boiler Plant Review and Thermal Energy Study of this facility rather than the initially planned and lower cost Basic Boiler Study.

Staff Recommendation: That Council direct Staff to apply for the FortisBC Commercial Custom Design Program – Retrofit Projects Study funding that would enable the City to receive a maximum of \$11,975 incentive towards a \$23,950 comprehensive study of the Beban Park Boiler Plant.

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(c) **Subdivision Control Bylaw 1989 No. 3260 Proposed Amendments to the Manual Of Engineering Standards and Specifications**

Purpose: To provide an update on the amendments to the Manual of Engineering Standards and Specifications that is planned for presentation to Council as a bylaw amendment on 2016-JUL-11.

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(d) **Colliery Dam Park Improvement Process and Action Plan**

[Note: Report to follow.]

(e) **Advisory Committee/Commission Minutes**

- Design Advisory Panel Meeting held 2016-MAY-26.

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9. **CORRESPONDENCE (not related to a Report to Council):**

- (a) Letter dated 2016-APR-08 from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development and Minister Responsible for Translink, requesting Council's comments regarding the availability and provision of integrated transportation and accommodation services.

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10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

12. **DELEGATIONS (not related to a Report to Council): (10 MINUTES)**

- (a) Mr. Dennis McMahon regarding cultural facilities in Nanaimo.
- (b) Mr. Holden Southward regarding a new vision for Nanaimo.
- (c) Mr. Omar Karim, regarding the National MBA Games being hosted by Vancouver Island University.

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13. **QUESTION PERIOD: (Agenda Items Only)**

14. **ADJOURNMENT:**

ACTING MAYOR: COUNCILLOR PRATT
2016-JUN-08 to 2016-JUL-26

MINUTES
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET,
MONDAY, 2016-MAY-09 AT 4:30 P.M.

PRESENT: Mayor W. B. McKay, Chair

Members: Councillor W. L. Bestwick
Councillor M. D. Brennan
Councillor G. W. Fuller
Councillor J. Hong
Councillor J. A. Kipp
Councillor W. L. Pratt
Councillor I. W. Thorpe
Councillor W. M. Yoachim

Staff: T. Samra, Chief Administrative Officer
M. Dietrich, Manager of Police Support Services
P. Rosen, Senior Manager of Engineering
D. Lindsay, Director of Community Development
J. Horn, Social Planner
T. Loewen, Communications & Marketing Specialist
S. Gurrie, Claims/FOI Coordinator
D. Blackwood, Client Support Specialist
C. Jackson, Manager of Legislative Services
P. Humphreys, Recording Secretary
W. Taylor, Bylaw Enforcement Officer – Parking Patroller

1. CALL THE OPEN MEETING TO ORDER:

The Regular Committee of the Whole Meeting was called to order at 4:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8(a) Northfield/Boundary/Highway 19A Project Tender – Add delegation Mr. Tim McGrath.
- (b) Remove Agenda Item 8(b) 2016 Social Development Grant.
- (c) Agenda Item 8(d) New Horizons for Seniors Grant Resolution – Add delegation Mr. Tim McGrath.
- (d) Councillor Hong advised that Mr. Rick Meyers, President, Nanaimo Pride Society, was in attendance and wished to address Council as a late delegation regarding an upcoming Pride event.

- (e) Councillor Yoachim advised that Mr. Dennis McMahon of Harbour City Photography Club was in attendance and wished to address Council as a late delegation regarding an upcoming photography event at Vancouver Island University.
- (f) Mayor McKay requested to add to Other Business a request for Council endorsement of the Fort McMurray fundraiser being held at the Port Theatre on Tuesday, 2016-MAY-24.
- (g) Mayor McKay requested to add to Other Business two Travel and Conference Expense related items:
 - 1. A request to attend Government House in Victoria on Wednesday, 2016-MAY-25, in order to honour two Nanaimo citizens who are receiving community awards; and,
 - 2. A request to attend the Conference Board of Canada Western Business Outlook conference at the Coast Bastion Hotel in late May.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-APR-11 at 2:00 p.m. be adopted as circulated. The motion carried unanimously.

5. CORPORATE SERVICES:

(a) Advisory Committee/Commission Minutes

It was moved and seconded that Council receive the Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-APR-11 at 2:00 p.m. The motion carried unanimously.

6. COMMUNITY SERVICES:

(a) Northfield/Boundary/Highway 19A Project Tender

Delegation:

- 1. Mr. Tim McGrath spoke in support of deferring the Northfield/Boundary/Highway 19A intersection upgrade project for financial considerations.

It was moved and seconded that Council receive the delegation from Mr. Tim McGrath. The motion carried unanimously.

It was moved and seconded that Council defer the Northfield/ Boundary/Highway 19A intersection project for one year or until such time as there is more certainty on the future of rail.

It was moved and seconded that Council amend the motion to replace the words “one year” with “up to one year” and remove all wording after the word “year”. The motion carried.

Opposed: *Mayor McKay*

The main motion as amended:

It was moved and seconded that Council defer the Northfield/Boundary/Highway 19A intersection project for up to one year. The motion as amended carried.

Opposed: *Mayor McKay, Councillors Brennan and Pratt.*

(b) Nanaimo Foodshare Society Urban Farm Project

It was moved and seconded that Council allocate \$1,000 to the Nanaimo Foodshare Society to offset costs associated with the supply of water to an urban farm project at 933 Park Avenue; and, that the funds be drawn from the annual \$30,000 budget allocated to the Social Planning Department under the *Community Casino Revenue - Host Financial Assistance Agreement*. The motion carried unanimously.

(c) New Horizons for Seniors Grant Resolution

Delegation:

1. Mr. Tim McGrath requested clarification of the Staff report describing the New Horizons for Seniors initiative.

It was moved and seconded that Council receive the delegation from Mr. Tim McGrath. The motion carried unanimously.

It was moved and seconded that Council support the application to the Government of Canada, Ministry of Employment and Social Development for a 3-year \$168,360 New Horizons for Seniors Grant.

It was moved and seconded that Council amend the motion to replace the words “application to” with “allocation of”. The motion carried unanimously.

The main motion as amended:

It was moved and seconded that Council support the allocation of the Government of Canada, Ministry of Employment and Social Development for a 3-year \$168,360 New Horizons for Seniors Grant. The motion as amended carried unanimously.

7. OTHER BUSINESS:

(a) Mayor McKay - Fort McMurray Fundraiser at the Port Theatre

It was moved and seconded that Council endorse the Fort McMurray fundraiser to be held at the Port Theatre on 2016-MAY-24. The motion carried unanimously.

(b) Mayor McKay – Travel and Conference Expense Approvals

It was moved and seconded that Council approve expenses for the Mayor and a guest to attend the event at Government House in Victoria on 2016-MAY-25 where Nanaimo citizens Mr. George Anderson (former Councillor) and Mr. Don Hubbard will be honoured by the Governor General. The motion carried unanimously.

It was moved and seconded that Council approve expenses for the Mayor to attend the Western Business Outlook Conference held by the Conference Board of Canada on 2016-MAY-19 at the Coast Bastion Hotel. The motion carried unanimously.

8. DELEGATIONS (not related to a Report to Council):

(a) Mr. Robert Fuller spoke regarding Council remuneration bylaws in place in other municipalities.

It was moved and seconded that Council receive the delegation from Mr. Robert Fuller. The motion carried unanimously.

(b) Mr. Richard Romer and Mr. Rob Christopher, on behalf of Nanaimo Search and Rescue, spoke regarding leasing land at the old Nanaimo Reservoir as a permanent location for a new building for their volunteer organization.

Mayor McKay vacated the Chair and the Shaw Auditorium at 6:06 p.m. Councillor Yoachim assumed the Chair.

Mayor McKay returned to the Shaw Auditorium at 6:15 p.m. and resumed the Chair.

It was moved and seconded that Council receive the delegation from Mr. Richard Romer and Mr. Rob Christopher on behalf of Nanaimo Search and Rescue. The motion carried unanimously.

It was moved and seconded that Council direct Staff to provide a report regarding the lease of land at the old Nanaimo Reservoir to Nanaimo Search and Rescue and all related development issues. The motion carried unanimously.

(c) Mr. Holden Southward, spoke regarding Nanaimo's cultural heritage.

It was moved and seconded that Council receive the delegation from Mr. Holden Southward. The motion carried unanimously.

- (d) Mr. Rick Meyers and Mr. Mark O'Neil, on behalf of the Nanaimo Pride Society, spoke requesting that two crosswalks in downtown Nanaimo be painted in rainbow colours and that permitting fees be waived in celebration of Pride Week taking place in June 2016.

It was moved and seconded to receive the delegation from Mr. Rick Meyers and Mr. Mark O'Neil on behalf of the Nanaimo Pride Society. The motion carried unanimously.

It was moved and seconded that Council direct Staff to prepare a report regarding the painting of crosswalks in rainbow colours in Downtown Nanaimo; and, providing financial assistance for Pride Week celebrations in June 2016. The motion carried unanimously.

- (e) Mr. Dennis McMahon, on behalf of Harbour City Photography Club, spoke regarding the Photo Salon event taking place at Vancouver Island University on 2016-MAY-27.

It was moved and seconded that Council receive the delegation from Mr. Dennis McMahon on behalf of Harbour City Photography Club. The motion carried unanimously.

Mayor McKay asked if there was any business arising from any of the delegations.

It was moved and seconded that Council direct Staff to prepare a report regarding Council remuneration related to attendance at Council meetings. The motion carried.

Opposed: Councillor Brennan

9. QUESTION PERIOD:

- Mr. Kevin Storrie, re: the Northfield/Boundary/Highway 19A intersection; and, Staff reports to Council.

10. ADJOURNMENT:

It was moved and seconded at 7:08 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET,
MONDAY, 2016-MAY-30 AT 4:30 P.M.

PRESENT: Mayor W. B. McKay, Chair

Members: Councillor W. L. Bestwick
Councillor M. D. Brennan (arrived 4:38 p.m.)
Councillor G. W. Fuller
Councillor J. Hong
Councillor J. A. Kipp
Councillor W. L. Pratt
Councillor I. W. Thorpe
Councillor W. M. Yoachim (arrived 4:38 p.m.)

Staff: T. Samra, Chief Administrative Officer (via telephone)
G. Goodall, Director of Engineering & Public Works
D. Lindsay, Director of Community Development
V. Mema, Director of Finance
P. Cooper, Communications Manager
D. Stevens, Senior Applications Analyst
C. Richardson, Fire Chief
S. Gurrie, A/Manager of Legislative Services
D. Stennes, Steno
S. Snelgrove, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Committee of the Whole Meeting was called to order at 4:35 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Remove late Agenda Item 11 (a) Mayor McKay re: reconsideration of resolution No. 19716 re: Development Permit No. DP989 – 3795 Glen Oaks Drive in accordance with Section 131 of the *Community Charter* and remove late delegations Mr. Gur Minhas and Mr. Keith Brown.
- (b) Remove late Agenda Item 12 (a) delegation from Mr. Terry Wagar regarding legal letters sent to public facebook group owners.
- (c) Remove Agenda Item 12 (d) delegation from Mr. Robert Fuller regarding the current state of governance.
- (d) Councillor Fuller advised that Mr. Kevin Storrie was in attendance and wished to address Council as a late delegation regarding Reconsideration of Resolution No. 19716 re: Permit No. DP989 – 3795 Glen Oaks Drive.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

Councillors Brennan and Yoachim entered the Shaw Auditorium at 4:38 p.m.

4. PRESENTATIONS:

- (a) Dr. Paul Hasselback, Island Health, provided a presentation regarding substance use and misuse.

It was moved and seconded that Council receive for information Dr. Hasselback's presentation. The motion carried unanimously.

5. ADMINISTRATION:

- (a) Core Services Review Final Report

It was moved and seconded that Council receive for information the Core Services Review Steering Committee final report dated 2016-MAY-27. The motion carried unanimously.

It was moved and seconded that Council direct Staff to review the Core Services Review Steering Committee final report dated 2016-MAY-27 and return to Council within thirty days with recommendations for an action implementation strategy. The motion carried unanimously.

6. CORPORATE SERVICES:

- (a) Advisory Committee/Commission Minutes

It was moved and seconded that Council receive for information the Minutes of the Special Open Core Services Review Steering Committee Meeting held 2016-MAR-07. The motion carried unanimously.

7. COMMUNITY SERVICES:

- (a) Garner Crescent & Emery Way Utility Upgrades Tender

It was moved and seconded that Council direct Staff to issue a Call for Tender for the Garner Crescent and Emery Way Utility Upgrade. The motion carried unanimously.

8. CORRESPONDENCE (not related to a Report to Council):

- (a) Press release dated 2016-MAY-12 from the Vancouver Island Regional Library announcing two local recipients of the 2016 American Library Association (ALA) Presidential Citation for Innovative International Library Projects.

It was moved and seconded that Council receive for information the press release dated 2016-MAY-12 from the Vancouver Island Regional Library announcing two local recipients of the 2016 American Library Association Presidential Citation for Innovative International Library Projects. The motion carried unanimously.

9. DELEGATIONS (not related to a Report to Council):

- (a) Mr. Nelson Allen spoke in favour of reconstruction of the Boundary Road/Northfield Road/Highway 19A intersection and advised of safety concerns.

It was moved and seconded that Council receive for information Mr. Allen's presentation. The motion carried unanimously.

- (b) Ms. Melissa Tomlinson and Mr. Robert Shirkey spoke regarding placing climate change warning labels on gas pump nozzles.

It was moved and seconded that Council receive for information Ms. Tomlinson and Mr. Shirkey's presentation. The motion carried unanimously.

- (c) Ms. Maureen Eykelenboom spoke regarding Boomer's Legacy BC Bike Ride and invited Council to meet with the riders on 2016-JUN-11 at 3:00 p.m. at the Northfield Road rest stop and between 6:30 p.m. and 7:00 p.m. at the Harewood Legion.

It was moved and seconded that Council receive for information Ms. Eykelenboom's presentation. The motion carried unanimously.

Mayor McKay vacated the Shaw Auditorium at 6:01 p.m. Acting Mayor Yoachim assumed the Chair.

- (d) Mr. Patrick Squire stated his concerns regarding current and past maintenance practices at Bowen Road Cemetery.

Councillor Brennan vacated the Shaw Auditorium at 6:22 p.m.

It was moved and seconded that Council receive for information Mr. Squire's delegation. The motion carried unanimously.

Councillor Brennan returned to the Shaw Auditorium at 6:24 p.m.

Mayor McKay returned to the Shaw Auditorium at 6:26 p.m. and resumed the Chair.

- (e) Mr. Dieter Reeh spoke regarding suggested changes to “Noise Control Bylaw 1994 No. 4750”.

It was moved and seconded that Council receive for information Mr. Reeh’s delegation. The motion carried unanimously.

Councillor Pratt vacated the Shaw Auditorium at 6:42 p.m.

- (f) Mr. Holden Southward spoke regarding volunteering building skills for needed projects and the increasing cost of living.

It was moved and seconded that Council receive for information Mr. Southward’s delegation. The motion carried unanimously.

Councillor Pratt returned to the Shaw Auditorium at 6:56 p.m.

- (g) Mr. Kevin Storrie regarding reconsideration of resolution No. 19716 re: Development Permit No. DP989 – 3795 Glen Oaks Drive and the process for reconsideration motions.

It was moved and seconded that Council receive for information Mr. Storrie’s delegation. The motion carried unanimously.

It was moved and seconded that Council direct Staff to contact the RCMP to see if they may assist with Boomer’s Legacy BC Bike Ride. The motion carried unanimously.

It was moved and seconded that Council direct Staff to:

1. immediately retrieve all discarded headstones from the Bowen Road Cemetery on or near city property and store them in a safe place;
2. work with appropriate persons to identify, restore and determine the rightful place of the headstones; and,
3. prepare a report which explains the background of the situation including when, how and why the headstones and grave markers were discarded and options to correct the situation.

The motion carried unanimously.

10. NOTICE OF MOTION:

- (a) Councillor Yoachim re: Zonta Club

Councillor Yoachim advised that he would be bringing forward to a future meeting a notice of motion regarding the Zonta Club.

11. QUESTION PERIOD:

- Mr. Fred Taylor, re: “Noise Control Bylaw 1994 No. 4750” and Bowen Road Cemetery maintenance.
- Mr. Reeh, re: “Noise Control Bylaw 1994 No. 4750”

12. PROCEDURAL MOTION:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the *Community Charter* Section 90(1):

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2); and,

Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The motion carried.

Opposed: *Councillor Fuller*

Council moved into "In Camera" at 7:35 p.m.

Council moved out of "In Camera" at 8:28 p.m.

13. ADJOURNMENT:

It was moved and seconded at 8:29 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

DATE OF MEETING June 27, 2016

AUTHORED BY CHRIS SHOLBERG, ACTING DIRECTOR, STRATEGIC RELATIONS,
CULTURE AND HERITAGE

SUBJECT STRATEGIC PLAN UPDATE (2016-2019)

OVERVIEW

Purpose of Report

To obtain Council direction on their Strategic Priorities for the next three years.

Recommendation

That Council:

1. receive the new draft Strategic Plan titled "Strategic Plan Update (2016-2019)" included as Attachment A; and,
2. direct Staff to arrange a Council town hall event to allow the opportunity for the public to review and provide comment on the draft Strategic Plan Update document prior to its finalization and formal adoption.

BACKGROUND

Council's Strategic Plan for 2012-2015 expired December 31, 2015. The Strategic Plan was the result of considerable public engagement and collaboratively set the Community's Vision:

By 2025, the City of Nanaimo will proudly feature its harbour and inclusive quality lifestyle; excelling as the business centre and transportation/service hub for Vancouver Island.

The Strategic Plan also identified four key community values: economic health; environmental responsibility; social equity; and, cultural vitality. Council then adopted six strategic priorities with strategies and desired outcomes: asset management; community building partnerships; taking responsibility; transportation and mobility; water; and, waterfront enhancement. Council worked with Staff towards achieving the outcomes for each of the six strategic priorities and work continues on most of them.

Staff recommended that Council retain the vision and community values of the expired Strategic Plan and incorporate them into a Strategic Plan Update for the remainder of their term to provide direction on their strategic priorities including capital projects. Staff can then develop operational plans and funding options to support Council's strategic priorities.

Staff also recommended that Council build upon the vision and Community values identified in the expired Strategic Plan, while adding a fifth community value called Active Lifestyle, and a new set of five Strategic Council Priorities under the headings:

1. Phased Development of South Downtown Waterfront;
2. Recreation, Culture, Sports, and Tourism;

3. Public Safety;
4. Governance Renewal; and
5. Community Wellness.

Staff prepared a list of proposed capital projects from existing reports and neighbourhood plans for consideration by Council identifying allocated funding, partnership opportunities, and proposed timeframes distinct from capital projects in the financial plan. Based on these discussions Council has selected the following five key capital projects and two key initiatives to focus on over the next three years:

Project:

1. 1 Port Drive/South Downtown Waterfront;
2. Beban Park Facilities Redevelopment/Master Plan;
3. Event Centre – Multiplex;
4. Waterfront Walkway; and
5. Construct Georgia Avenue Pedestrian/Cycle Bridge over Chase River.

Initiatives:

1. Affordable Housing; and
2. Property Acquisition.

Staff recommends that Council include these in their Strategic Plan Update. Should Council adopt the draft Strategic Plan Update, Staff will develop budget alignment strategies and accountability mechanisms that ensure adequate resourcing and follow through, while the community will be advised of the update's progress through an annual report. Staff also recommends that Council host a town hall event to allow the opportunity for the public to review and provide comment on the draft Strategic Plan Update document prior to its finalization and formal adoption.

OPTIONS

1. Receive the new draft Strategic Plan titled "Strategic Plan Update 2016-2019" included as Attachment A and direct staff to arrange a Council town hall event to allow the opportunity for the public to review and provide comment on the draft Strategic Plan Update document prior to its finalization and formal adoption.
 - **Budget Implication:** Increased allocation of funding to capital projects and strategic priorities.
 - **Engagement Implication:** Council may rely on the public engagement completed in 2012 and engage with the community on recommended strategies through a town hall event to confirm its strategic priorities.
 - **Strategic Priorities Implication:** New priorities will be adopted and put into effect.
 - **Other:** Opportunity is created to allocate funds for priority capital projects and initiatives beyond funds committed in 5 year financial plan.
2. Update and Adopt the Strategic Plan for 2012-2015 to include the period of 2016-2019 with no further amendments.
 - **Budget Implication:** None.

- **Engagement Implication:** Council may rely on the public engagement completed in 2012.
 - **Strategic Priorities Implication:** Continue work towards the strategic priorities.
 - **Political Implication:** No opportunity to amend strategic priorities to reflect political mandate.
 - **Other:** No opportunity to allocate funds for priority capital projects and initiatives beyond funds committed in 5 year financial plan.
3. Adopt the Strategic Plan 2012-2015 with one amendment: (1) adopt the strategic priority capital projects identified in Attachment A. Same as above with budget allocations only for strategic priority capital projects and initiatives.

SUMMARY POINTS

- Council's Strategic Plan for 2012-2015 expired December 31, 2015.
- The proposed draft Strategic Plan Update will build upon the vision and community values identified in the expired Strategic Plan, while adding a fifth community value called Active Lifestyle, and a new set of five Strategic Council Priorities under the headings:
 1. Phased Development of South Downtown Waterfront;
 2. Recreation, Culture, Sports, and Tourism;
 3. Public Safety;
 4. Governance Renewal; and
 5. Community Wellness.
- The proposed draft Strategic Plan Update also identifies Council's five key capital projects and two key initiatives to focus on over the next three years as follows:

Projects:

1. 1 Port Drive/South Downtown Waterfront;
2. Beban Park Facilities Redevelopment/Master Plan;
3. Event Centre- Multiplex;
4. Waterfront Walkway; and
5. Construct Georgia Avenue Pedestrian/Cycle Bridge over Chase River.

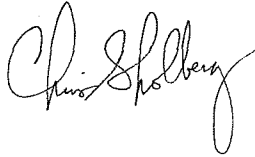
Initiatives:

1. Affordable Housing; and
2. Property Acquisition;

ATTACHMENTS

ATTACHMENT A – Strategic Plan Update (2016-2019)

Submitted by:



Chris Sholberg
Acting Director
Strategic Relations, Culture and Heritage

Concurrence by:



Sheila Gurrie
Corporate Officer

Attachment A - Strategic Plan Update (2016-2019)

The purpose of this Strategic Plan Update is to build upon the community vision, values and commitments made under the City's 2012 – 2015 Strategic Plan. Council's update will provide Council and Staff with a common focus and priorities to be pursued into 2019 and establishes a commitment from the City to its citizens and stakeholders in guiding the City and giving direction to the administration in development of operational plans and activities.

As with the 2012-2015 Strategic Plan, the update restates the City's commitment to the four values of sustainability: economic health, environmental responsibility, social equity and cultural vitality as well as adds a fifth value for healthy lifestyle.

As noted in the recently completed Core Services Review Report, strategic planning is the tool with which Council determines what the City will become (the long term vision); identifies key actions needed to achieve the long term vision (strategies and priorities); and identifies important community outcomes and establishes service levels in its programs which will lead to influence of the outcomes.

To implement and promote the Strategic Plan Update, the City will develop budget alignment strategies and accountability mechanisms that ensure adequate resourcing and follow through, while the community will be advised of the update's progress through an annual report.

Why a Strategic Plan Update?

The 2012-2015 Strategic Plan was the result of community consultation in 2012. The engagement process involved over 500 participants in various interviews and workshops over a five month period as well as input from thousands of people through the City's blog site and an online survey.

Given the thorough community engagement foundation upon which the Strategic Plan was built, combined with the imperative to identify the City's strategic priorities to 2019, Council have chosen not to commence another round of strategic planning, but instead revise the 2012-2015 Strategic Plan as follows:

- retain the community input from the 2012-2015 strategic plan;
- build on accepted recommendations from the *Core Services Review*;
- incorporate long-term capital project planning; and
- link to an enhanced committee structure.

Vision Identified in the 2012-2015 Strategic Plan

During the 2012-2015 Strategic Plan process, those who live and work in Nanaimo were asked to identify what the City would be known and respected for by 2025. For the purpose of the Strategic Plan Update, Council has retained this vision and added some minor revisions related to natural environment and connectivity:

*The City of Nanaimo proudly features its **harbour and natural environment**, its inclusive **quality of life** and its location as a **business centre and hub** for Vancouver Island, connecting its residents regionally and nationally by land, sea and air.*

Through this vision, the bolded elements above become driving forces that reinforce the City's overall Strategic Plan and shape Nanaimo's future as a progressive urban and cultural community.

Nanaimo's Harbour and Natural Environment – Nanaimo has a beautiful, protected natural waterfront which includes a prosperous working harbour. Against a backdrop of coastal mountains, the City is home to scenic lakes, trails and parks.

Nanaimo's Quality of Life – Nanaimo is a distinct, healthy, inclusive community located in a unique natural setting supporting abundant opportunities for arts, culture, heritage, recreation, sports, outdoor and tourism opportunities.

Nanaimo's role as a Business Centre and Service Hub – Nanaimo is a gathering place, a central transportation, service, shopping and commercial hub. It is home to a wide range of entrepreneurial and innovative industries, supported and encouraged by the City's primary post-secondary institution, Vancouver Island University.

Nanaimo's Community Values

During the 2012-2015 Strategic Plan process, Council reviewed and endorsed the City's commitment to four community values of sustainability (Economic Health, Environmental Responsibility, Social Equity, and Cultural Vitality) with the goal of balancing social, environment, economic and cultural perspectives. The community values, adopted in 2012, remain relevant today. Council's five Strategic Plan Update priorities for 2016-2019 build on these community values which can be defined as follows:

Economic Health: Creating a vibrant culture of innovation, stewardship and partnership to encourage a healthy economy, now and into the future.

A healthy economy includes:

- diverse jobs that enable our residents and businesses to thrive;
- values reflecting our unique community in a changing world;
- strong partnerships and collaboration with the private sector, educational institutions, First Nations and other levels of government, and other organizations;
- environmental stewardship; and
- an innovative atmosphere supporting creativity and entrepreneurialism.

Environmental Responsibility: Protecting and enhancing Nanaimo’s natural environment by looking after the community’s biological diversity in the course of land use and development.

Being environmentally responsible includes:

- meeting the needs of the present without compromising the ability of future generations to meet their own needs through sustainability and stewardship as a community;
- identifying, protecting and enhancing the ecological health of Nanaimo’s significant natural features and systems;
- adapting the way in which we live, work, recreate and travel within the new reality of climate change; and
- creating greater efficiencies in how we consume energy, use transportation and protect and enhance our natural environment.

Social Equity: Creating a sustainable community that reduces the effects of poverty overall, increases citizen safety and nurtures health and inclusivity.

Being socially equitable includes:

- empowering citizens to realize their aspirations and meet their needs;
- treating our most vulnerable with dignity and acceptance;
- providing fair access to livelihood, education, and resources; and
- encouraging full participation in all aspects of community life.

Cultural Vitality: Supporting culture as an integral part of everyday life in Nanaimo.

Achieving cultural vitality includes:

- promoting Nanaimo’s arts, creativity, heritage, cultural traditions, and community wellness; and
- collaborating within the community to make Nanaimo a distinctive place to visit, live, work and play.

In addition to the four community values identified in the 2012-2015 Strategic Plan, a fifth value has been added by Council in this update:

Active Lifestyle: Improving Nanaimo's community infrastructure and resources to enable residents to support one another in achieving an active and healthy place to live.

An active lifestyle includes:

- creating a physically and economically accessible city;
- providing social, recreational and sporting opportunities and amenities; and
- providing access to walking trails, bike routes and waterways.

Where Have We Been? Progress on 2012-2015 Strategic Plan

The City has made significant progress on the six priorities adopted by the 2012 Council: 1) Asset Management; 2) Community Building Partnerships; 3) Taking Responsibility; 4) Transportation and Mobility; 5) Water; and 6) Waterfront Enhancement as outlined in the City's 2013, 2014 and 2015 Strategic Plan Progress Reports.

Where Are We Going? 2016-2019 Council Priorities

By setting its vision below, Council has provided direction to staff and its partners on the outcomes it hopes to achieve over the next three years. Based on this direction, staff will incorporate the following priorities into its annual operations plan and five year financial plan.

1) Phased Development of South Downtown Waterfront

This priority supports the creation of a complete community along Nanaimo's south downtown waterfront. It will be a catalyst for our community's future health, a key economic driver for downtown revitalization and a destination to access attractions, services and amenities. Providing linkages between our downtown, the Port Authority and Snuneymuxw First Nation lands, this transformational priority will draw in developers, attract investment and generate strong community pride.

The City aims to:

- complete the Port Drive Waterfront Master Plan;
- adopt a strategic development plan for the entire South Downtown Waterfront lands in collaboration with the Nanaimo Port Authority and the Snuneymuxw First Nation;
- construct an access route to the South Downtown Waterfront lands; and
- support the establishment of a foot passenger ferry.

2) Recreation, Culture, Sports, and Tourism

This priority supports a healthy, active, thriving community for the benefit and enjoyment of residents and visitors alike. By providing the necessary resources and facilitating the development of recreation, sport and culture, Nanaimo, through this priority, will grow as a community that appeals to investors, tourists, residents and newcomers of all ages seeking a vibrant West Coast lifestyle.

The City aims to:

- provide a major boost to downtown revitalization by supporting the creation of a sports and entertainment centre;
- support the establishment of a newly expanded Port Theatre Community Performing Arts Centre;
- increase the City’s public art/space program;
- create an inclusive approach to culture through multi-cultural programs and capital projects;
- promote natural heritage and green space/parks stewardship; and
- connect walkways along our waterfront.

3) Public Safety

This priority supports the collective wellbeing of our community by protecting the lives of all our residents. Through programs supporting protection, prevention and education, Nanaimo will be a safer and more secure community.

The City aims to:

- promote community-wide emergency planning; and
- provide public safety through fire and police protection.

4) Governance Renewal

This priority guides Council and staff in renewing the City’s capacity to effectively and efficiently serve the residents of our community. Through regular public outreach, Council will establish a respectful tone that facilitates understanding, openness and thoughtful discussion concerning how our city is governed.

The City aims to:

- carry out the approved *Core Service Review* recommendations (and in particular adopt policies and procedures to standardize city operations, including the approval of an operations plan);
- adopt a new public meeting parliamentary procedures bylaw to improve efficiency;
- implement a new committee/commission structure that is consistent with the City’s values and supporting strategic priorities; and
- support a healthy corporate culture through the adoption of various organizational tools and initiatives.

5) Community Wellness

This priority recognizes healthy communities directly reflect the wellness of its individual members. Through investments in infrastructure, including bike routes, parks, and trails, and with decision making which addresses the reduction of poverty, the importance of economic accessibility and the impacts of

climate change, this priority enhances a sense of place, supports sustainability and protects Nanaimo’s most vulnerable.

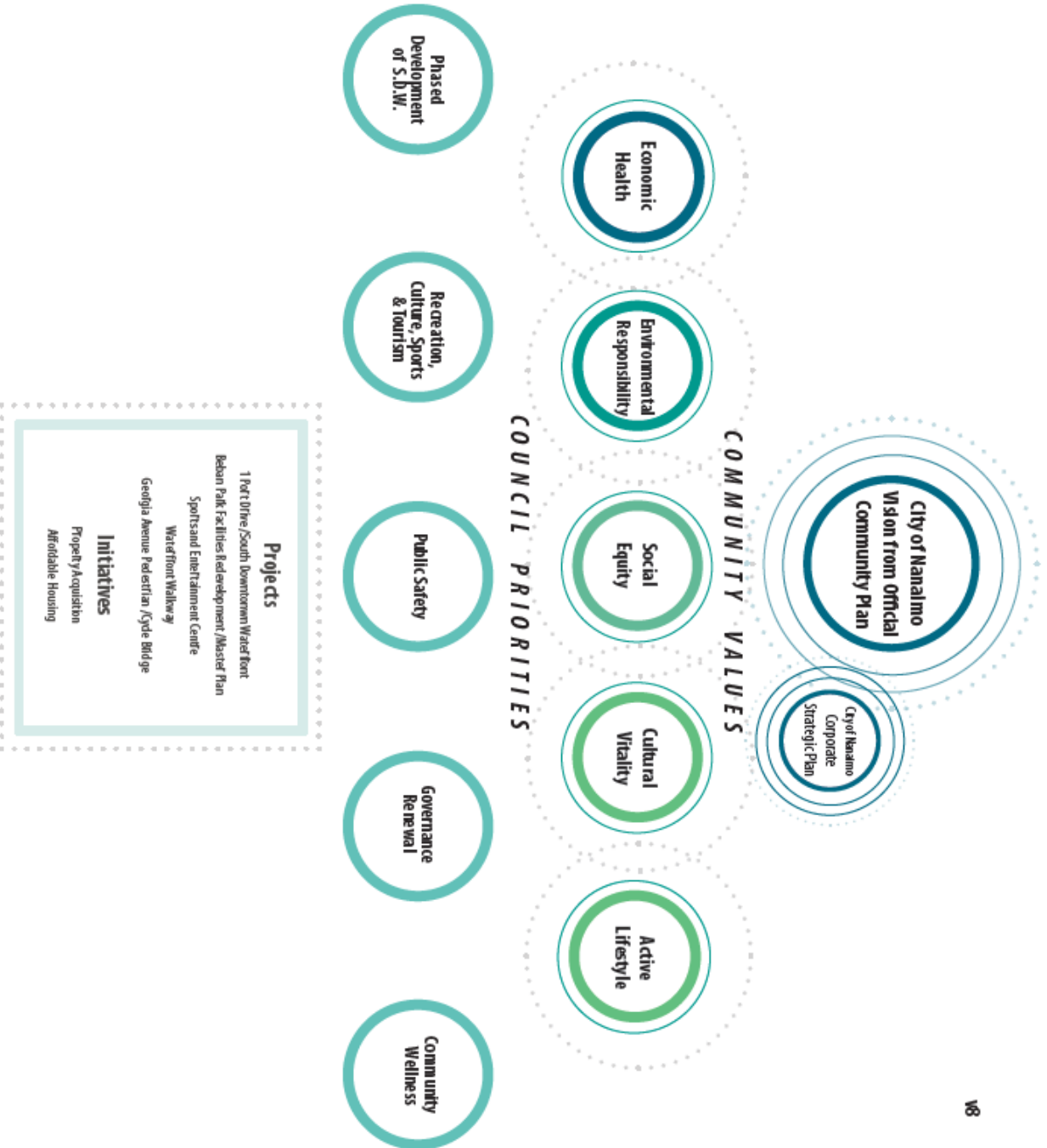
The City aims to:

- invest in walkways and bike routes;
- improve existing parks and trails; and
- facilitate discussions on topics of strong community interest, including affordability, accessibility and functionality; and
- through partnerships, develop a poverty reduction strategy focusing on affordable housing, homelessness, children, mental health and addictions.

Key Capital Projects and Initiatives (2016-2019)

After sharing their individual visions, values and priorities, Council selected the following five capital projects and two initiatives. This list identifies projects and initiatives where there is common agreement amongst Council. It does not preclude Council’s consideration of other projects and initiatives which align with the priorities listed above.

Projects	Supporting Plans
1 Port Drive/South Downtown Waterfront	South Downtown Waterfront Initiative, Official Community Plan (OCP)
Beban Park Facilities Redevelopment/Master Plan	Parks Master Plan, Beban Master Plan, OCP
Sports and Entertainment Centre	TBD
Waterfront Walkway (Departure Bay, Newcastle Channel, etc.)	Parks Master Plan, OCP
Construct Georgia Avenue Pedestrian/Cycle Bridge over Chase River	Harewood Neighbourhood Plan, OCP
Initiatives	
Affordable Housing	Social Development Strategy, OCP
Property Acquisition	TBD



DATE OF MEETING June 27, 2016

AUTHORED BY RICHARD HARDING, DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

**SUBJECT BEBAN PARK CENTRAL FACILITY DEVELOPMENT
OPPORTUNITIES**

OVERVIEW

Purpose of Report

To introduce and obtain Council direction on four proposals for development of the central area of Beban Park.

Recommendation

That Council (in accordance with Option 1):

1. receive as information the shared development concept for the central portion of Beban Park presented by the, Nanaimo Equestrian Association, Vancouver Island Exhibition Society, Island Roots Market Cooperative, and the Indigenous Peoples Place of Culture (Boys and Girls Club, Aboriginal Centre, and Métis Nation);
2. direct Staff to host, with proponents, a public open house at Beban Park on the proposed developments this summer as well as consult with SFN on proposed use; and,
3. direct Staff to report back with feedback and options for next steps for Council's consideration within the next three months.

BACKGROUND

Beban Park Master Plan

The Beban Park Master Plan Update adopted by Council in May, 2015, outlines the development of a central gathering and recreation hub in the middle of Beban Park (referred to in the plan as the Core Facility Development Opportunity Area). This core is described as a flexible space area that could be developed with indoor recreation facilities of varying size, be the site of indoor and outdoor special events, and be a destination for day-to-day park use. Extending out of this facility core could be a series of pedestrian scaled urban plazas, open spaces, productive landscapes, and trails that connect to existing buildings and facilities.

The core facility development opportunity area Map 7 added as Schedule A identifies generic locations where current facilities could be improved and future buildings of various sizes and configurations could be constructed as needs and opportunities arise. Potential building footprints are shown for the development of future multi-purpose facilities. These could be constructed to host a variety of uses and events that enhance Beban Park such as sporting events, covered practice spaces, outdoor spaces and outdoor parking pods. The Beban Park

Master Plan recommends that building uses should be flexible, multipurpose wherever possible, incorporate public amenities such as washrooms, avoid duplication of program spaces wherever possible and incorporate parking pods. More details on the public spaces in between the buildings would also need to be provided so that they are pleasant and comfortable park spaces for the public to enjoy. In general the draft concept being proposed meets the objectives of the Beban Park Master Plan.

Current Proposal for the Core Facility Development Opportunity Area

Since adopting the Master Plan in 2015, six organizations have contributed toward a shared development concept proposal for the Core Facility Development Opportunity area. These groups include: the Nanaimo Equestrian Association (NEA); Vancouver Island Exhibition (VIEX); Island Roots Market Cooperative; and, the Indigenous Peoples Place of Culture IPPC (comprised of the Boys and Girls Clubs of Central Vancouver Island, Nanaimo Aboriginal Centre, and Mid Island Métis Nation).

Overall, the conceptual layout being proposed (See attached Schedule B) meets the general layout principles of the Beban Park Master Plan. It depicts a variety of built spaces with outdoor public spaces interspaced in between. As the plan suggests, it focuses the buildings on a “grand avenue” or circulation spine that could be a main access point and function as a special event area. It also achieves its access from a new multi-modal extension of the Beban Parkway that could be provided to offer safe access for vehicles, pedestrians, and bikes to the centre of Beban Park. It incorporates the existing park license holders including the VIEX and the NEA.

The groups are looking for support of their collaborative concept so they can proceed with developing more details on the feasibility of each project and ultimately separate leases with the City to proceed with their specific projects. Each proponent will be speaking directly to their proposed projects and how they achieved a collaborative concept plan at the Council meeting.

Staff recommend a public open house be hosted to obtain input for general public and other park stakeholders. Staff would then return with findings and options for next steps for Council consideration. At the same time Staff can consult with SFN on the proposed uses.

OPTIONS

1. Council receive the proposed concept presented by the six organizations and recommend that Staff and the proponents host a public open house at Beban Park so that the general public and other park stakeholders can review and comment on the proposals. Staff will then bring back findings as well as options for Council’s consideration of next steps.

- **Budget Implication:** None at this time other than assisting in hosting a public open house.
- **Legal Implication:** None at this time. If concepts proceed to next steps each group would require a separate lease agreement to be developed and approved by Council.
- **Policy Implication:** Consistent with adopted Park Master Plan.
- **Engagement Implication:** Some staffing and advertising costs to host a public open house.

- **Strategic Priorities Implication:** Asset Management of aging infrastructure and working with others to achieve public objectives.
2. Council not approve proceeding with Concepts at this time.
- Council may believe there is not enough information or concepts are not supportive to move forward.

SUMMARY POINTS

- Six organizations are proposing a shared development concept in the central portion of Beban Park and seeking approval in principle to proceed to more details for Council's consideration.
- Proposals are consistent with vision and principles in the 2015 Beban Park Master Plan.
- Recommendation is to host a public open house this summer at Beban Park so general Public and other park stakeholders can review and provide comment on the concepts.

ATTACHMENTS

- Schedule A: Map 7 – Excerpt from the 2015 Beban Park Master Plan Update.
- Schedule B: Proposed Collaborative Development Plan.

Submitted by:



Richard Harding
Director
Parks, Recreation and Environment

SCHEDULE A

MAP 7 – Excerpt from the 2015 Beban Park Master Plan Update

MAP 7 - Central Facility Development Opportunity Area Concept Plan



City of Nanaimo

- Legend
- Central Facility Development Opportunity Area Boundary
 - Washroom
 - Flexible Space and Storm water Management
 - Trees - Existing and Proposed
 - Shrubs - Proposed
- | | |
|--|---------------------------|
| ① Multi-modal Beban Parkway Extension with Traffic Calming | ⑩ Multipurpose Building |
| ② Grand Avenue | ⑪ Gardens |
| ③ The Atrium | ⑫ Greenhouses |
| ④ Improved Agriplex | ⑬ Multipurpose Building |
| ⑤ Multipurpose Building | ⑭ Multipurpose Space |
| ⑥ Multipurpose Building | ⑮ Gardens and Green Space |
| ⑦ Multipurpose Building | ⑯ Grand Stage |
| ⑧ Red Barn | |

New Flexible Building Space Framework



Master Plan Concept 43

SCHEDULE B

Proposed Collaborative Development Plan

(IPPC, VIEX, NEA, Island Roots Market Cooperative)



DATE OF MEETING June 27, 2016

AUTHORED BY SCOTT PAMMINGER, MANAGER
INFRASTRUCTURE PLANNING AND ENERGY

SUBJECT **BEBAN PARK RECREATION CENTRE – BOILER PLANT REVIEW
AND THERMAL ENERGY STUDY**

OVERVIEW

Purpose of Report

To obtain Council's authorization to proceed with a more comprehensive Boiler Plant Review and Thermal Energy Study of this facility, rather than the initially planned and lower cost Basic Boiler Study.

Recommendation

That Council direct Staff to apply for the FortisBC Commercial Custom Design Program – Retrofit Projects Study funding that would enable the City to receive a maximum of \$11,975 incentive towards a \$23,950 comprehensive study of the Beban Park Boiler Plant.

BACKGROUND

The Beban Park Recreation Centre has two large, natural gas fired boilers which were installed when the building was constructed in 1975. These boilers are used to heat the swimming pools and provide heating for the facilities.

Because these boilers are more than 40 years old, it is timely to review options for possible conversion to more efficient boiler plant technology and heat recovery systems for this facility.

The initial energy study plans were aimed at analyzing the operation and efficiency of the existing boilers only. Upon discussions with FortisBC, additional benefits of a more comprehensive study which includes analysis of the heat recovery options and better management of heat loads, was presented with FortisBC offering to pay 50% or \$11,975 towards this study (see Attachment A).

A Basic Boiler Study is not eligible for an incentive from FortisBC.

OPTIONS

1. The **Basic Boiler Study** would analyze options for improving only boiler efficiency.

The cost of this study would be \$12,200.

- **Budget Implication:** None – existing budget of \$12,500 is sufficient.
- **Other Implications:** This study would not be eligible for any incentive from FortisBC, and potential additional energy savings may not be realized.

2. A more comprehensive **Boiler Plant and Thermal Energy Study** would analyze options for improving the overall Boiler Plant system equipment, piping, control strategy, and heat recovery options.

- **Budget Implication:** The cost of this study would be \$23,950.00 and requires an increase in the budget of \$11,450.

Upon completion and approval of the study by FortisBC, an incentive of \$11,975 is expected, resulting in a net cost to the City of \$11,975, which is within the original budget.

- **Other Implications:** The more comprehensive study is expected to yield higher energy savings, reduce operating costs and green-house-gas emissions.

SUMMARY POINTS

- A comprehensive Boiler Plant and Thermal Energy Study will cost \$23,950.
- FortisBC will provide \$11,975 towards this study once complete.
- Higher energy savings, lower operating costs, and reduced green-house-gas emissions are expected from the more comprehensive study.

ATTACHMENTS

- Attachment A: FortisBC - Approval Letter dated 2016-MAY-31 and Terms & Conditions Document.

Submitted by:



Scott Pamminer
Manager
Infrastructure Planning and Energy

Concurrence by:



Richard Harding
Director
Parks, Recreation and Environment

Attachment A

FortisBC - Approval Letter and Terms & Conditions Document

16705 Fraser Highway
 Surrey, B.C. V4N 0E8



May 31, 2016
 Scott Pammlinger
 City of Nanaimo
 89 Prideaux Street
 Nanaimo, BC
 V9R 2M6

COMMERCIAL CUSTOM DESIGN PROGRAM- Retrofit Projects
 Energy Study Proposal Approval Letter

SUBJECT: CDPPr_000101, Beban Park, 2300 Bowen Road, Nanaimo

FortisBC Energy Inc., FortisBC Energy (Vancouver Island) Inc. and FortisBC Energy (Whistler) Inc. (collectively "FortisBC"), are pleased to advise you that your Energy Study Proposal for building site address **Beban Park, 2300 Bowen Road, Nanaimo** dated **May 27, 2016**, submitted to the Commercial Custom Design Program, has been reviewed and approved for the following Energy Study Funding incentive:

Approved Energy Study Funding: 50% of the Consultant's fees to a maximum of \$11,975.

Next steps

The General Terms and Conditions attached to this offer of Energy Study Funding are provided with this letter. Please review them in their entirety. In order to receive the above funding, you must submit the following to FortisBC:

- A signed and dated copy of this Energy Study Approval Letter indicating your acceptance of the General Terms and Conditions, and intention to proceed with the Energy Study, **within 30 days** of receipt.
- A completed Energy Study Report **within six months** of signing this Energy Study Approval Letter.
- A copy of the Energy Study proof of payment within **180 days** of the Energy Study being approved by FortisBC.

Please refer to sections two and three of the attached General Terms and Conditions for additional details pertaining to the payment of the approved funding. Note that the funding will only be paid if the conditions laid out in the General Terms and Conditions are satisfied.

Questions

If you have additional questions, please consult the attached General Terms and Conditions or speak directly with a Commercial Custom Design Program representative by calling 1-866-884-8833 or by emailing customdesign@fortisbc.com

Applicant declaration

I, the Applicant, declare that:

- I am the owner or long-term lessee or of a duly authorized representative of the owner or long-term lessee of the building(s) described within the Energy Study Proposal.
- The information in the Energy Study Proposal is accurate and completed and that I will promptly notify FortisBC in writing if any information in the Energy Study Proposal ceases to remain true and correct.
- I represent and warrant that I have reviewed the Energy Study Funding Eligibility Requirements and both I and the building(s) described in the Energy Study Proposal fully comply with the same.
- I have read and understood the Energy Study Funding General Terms and Conditions and agree to comply with same.
- If I apply for and/or receive funding from any other organization for conducting an Energy Study, I will notify FortisBC in writing, providing the name of the funding organization(s) and the amount of funds that will be made available by each funding organization.
- I have not already commissioned the Energy Study Report, or ordered or purchased any of the materials or equipment required to implement the energy conservation measures described in the Energy Study Proposal.
- I understand and accept that for purposes of administering the Program and evaluating energy saving estimates, FortisBC may disclose the building(s)' natural gas consumption history in addition to all information provided within the submitted Energy Study Report to an agent of FortisBC in order to complete a technical review.

Applicant name (please print)	Position/title	Signature	Date (Yr/Mth/Day)
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Mail to: Energy Efficiency & Conservation FortisBC Energy Inc.
 16705 Fraser Highway
 Surrey, B.C. V4N 0E8

Fax to: 604-592-7618
 Email to: customdesign@fortisbc.com

Energy study funding – Terms and Conditions



PROGRAM OVERVIEW

FortisBC Energy Inc., FortisBC Energy (Vancouver Island) Inc. and FortisBC Energy (Whistler) Inc. (collectively "FortisBC") wish to work with owners and long-term tenants of existing buildings in British Columbia to encourage greater energy efficiency in the province's existing building stock. The Commercial Custom Design Program – Retrofit Projects (the "Program") provides an opportunity to qualifying commercial, institutional and light industrial building owners and qualifying long-term lease holders (each, an "Applicant") to minimize their operating costs and improve whole building performance of their facilities through the more efficient use of natural gas for space and domestic water heating. The purpose of the Program is to provide funding assistance to natural gas energy efficiency projects that are beyond the scope of other incentive programs currently offered by FortisBC. Such projects may include, but are not restricted to, qualifying energy conservation measures ("Energy Conservation Measures") that will:

- improve building envelope performance
- use more efficient equipment or systems
- recover and reuse energy that is currently lost
- capture and use solar energy for heating air or water
- reduce the rate of energy consumption by systems or equipment in low occupancy periods
- eliminate unnecessary energy usage by shutting off idling or unneeded equipment

In order to qualify for funding under the Program, Applicants must obtain an energy study for the building or facility for which funding is sought, and which meets the criteria set forth herein (each, an "Energy Study"). FortisBC is pleased to offer funding assistance to qualifying Applicants to assist with the costs of completing an Energy Study.

PROGRAM ELIGIBILITY REQUIREMENTS

In order to be eligible for Energy Study funding under the Program ("Energy Study Funding"), Applicants must submit an Energy Study proposal (the "Proposal") and satisfy the following requirements:

- Proposed projects must have the potential to save at least 1,200 GJ of natural gas per year. This requirement is to be assessed in a discussion with an authorized FortisBC Commercial Custom Design Program representative.
- Proposed projects must be located within a FortisBC natural gas service territory. Proposed projects must be subject to one of the following Rate Schedules, as amended from time to time: 2, 2.1, 2.2, 2U, 3, 3U, 4, 5, 22, 23, 25, 27, 7, AGS, SCS-1, SCS-2, LCS-1, LCS-2, LCS-3.
- Proposed projects must seek to reduce natural gas consumption for space and potable hot water heating in existing discreet buildings or facilities. Manufacturing/transformation process and similar heating loads are not eligible except where waste heat from processes is used to offset space or domestic hot water heating requirements.
- Buildings and facilities wherein the proposed Energy Conservation Measures will be implemented must be commercial, institutional, multi-unit residential (MURB), light industrial or agricultural in nature.
- Such buildings or facilities must use natural gas as a space heating or domestic water heating fuel source, either solely or in tandem with other lower carbon energy sources after the proposed Energy Conservation Measures have been implemented or installed.
- Proposed projects must not seek to achieve natural gas savings by switching to higher carbon energy sources, electric resistance heating or to electric boilers.
- Proposed Energy Conservation Measures must specify the use of products and/or equipment that are new, CSA-approved or certified by a recognized accredited independent organization.
- Proposed Energy Conservation Measures and all their components, applications and installations must meet or exceed the requirements of the *Energy Efficiency Act* (British Columbia) and the *Energy Efficiency Act* (Canada), as amended from time to time, and any applicable regulatory

requirements in British Columbia, as determined by FortisBC, in its sole discretion.

- Proposed Energy Conservation Measures must be proven technologies which are commercially and readily available in the market with a reasonable adoption rate. Energy Conservation Measures intended to demonstrate a technology to increase market adoption in British Columbia and/or for purposes of research and development are not eligible under the Program.
- The proposed building or facility must be owned by the Applicant or leased by the Applicant under a Long Term Lease. "Long Term Lease" means a commercial lease with a term of 120 months or more, with an option to renew for at least a further 60 months, which lease will continue for at least 36 months prior to expiry at the time of the Proposal submission.
- Upon request, the Applicant will provide, in a form satisfactory to FortisBC, in its sole discretion, proof of ownership or details and landlord confirmation of a Long Term Lease with respect to the proposed building or facility. Proof of ownership may include a recent title search.
- The Applicant must be a customer of FortisBC in good standing, the accounts of which are not in arrears at the time of payment of Energy Study Funding.

In order to qualify for Energy Study Funding, the Applicant must receive approval in writing from an authorized FortisBC Commercial Custom Design Program representative before commissioning or beginning the Energy Study or purchasing or installing any of the proposed Energy Conservation Measures. FortisBC, in its sole discretion, reserves the right to approve or reject any Proposal.

GENERAL TERMS AND CONDITIONS

1. General

- 1.1. The Applicant acknowledges and agrees that in order to qualify for Energy Study Funding under the Program, the Applicant must develop and submit an Energy Study Proposal to FortisBC for review and approval; review its proposed project with an authorized FortisBC Commercial Custom Design Program representative; and receive written approval of the proposed scope and cost of the Energy Study ("Energy Study Approval Letter") before commissioning or beginning the Energy Study. The Proposal must be prepared in accordance with the requirements outlined in the *Energy Study Guide – Retrofit Projects*, and must identify those Energy Conservation Measures that will be the focus of the Energy Study for which the Applicant requests Energy Study Funding.
- 1.2. The Applicant acknowledges and agrees that in order to qualify for Energy Study Funding, the Report (as defined in section 2.10) developed pursuant to these general terms and conditions must be approved in writing by an authorized FortisBC Commercial Custom Design Program representative before installation of any Energy Conservation Measures and the Applicant will not order or purchase any of the materials or equipment required to implement such Energy Conservation Measures without the prior written consent of FortisBC. Approval of the Energy Study Report will be communicated to the Applicant in writing.
- 1.3. By returning a signed copy of the Energy Study Approval Letter to FortisBC, the Applicant agrees to all terms and conditions herein, as amended from time to time.
- 1.4. The decisions of FortisBC with respect to the Program and the Proposal, including but not limited to, decisions relating to the proposed Energy Conservation Measures, Applicant eligibility, energy saving potential of the proposed Energy Conservation Measures and amount of Energy Study Funding, are final and binding on all Applicants. If FortisBC, in its sole discretion, rejects a Proposal or any part thereof, FortisBC will, upon request, provide the Applicant with reasons for such rejection.

2. Conduct of Energy Study and Energy Study Report

- 2.1. The Applicant will conduct the Energy Study, or cause the Energy Study to be conducted in accordance with the requirements for a retrofit project Energy Study as set out in the *Energy Study Guide – retrofit Projects*.

- 2.2. Upon the Applicant's receipt of the Energy Study Approval Letter, the Applicant must read through and accept these terms and conditions, sign the applicant declaration portion of the Energy Study Approval Letter (the "Applicant Declaration"), and return all completed and executed documentation to FortisBC within 30 days from the date of the Energy Study Approval Letter.
 - 2.3. Upon the Applicant's written acceptance of these terms and conditions, the Applicant will, subject to the requirements herein, engage the services of one or more consultants (individually or collectively, the "Consultant") to perform an Energy Study of the proposed Energy Conservation Measures (as described in the FortisBC approved Proposal). **The Applicant agrees that it will not enter into any agreement with the Consultant with respect to performance or conduct of an Energy Study prior to receipt of the Energy Study Approval Letter and the Applicant's written acceptance of these general terms and conditions.** If more than one Consultant is engaged, the Applicant will establish a lead to coordinate the Energy Study and consolidate all information obtained in the course of the Energy Study.
 - 2.4. The Consultant must possess the skills, qualifications and experience as set forth in FortisBC's *Consultant Listing Eligibility Criteria* ("Consultant Eligibility Criteria") to participate in the Program. The Applicant will select the Consultant to perform the Energy Study in one of two ways:
 - 2.4.1. select a Consultant from FortisBC's list of approved Consultants (the "Consultant List") who have been pre-screened and found to meet the Consultant Eligibility Criteria; or
 - 2.4.2. if the Applicant wishes to utilize a Consultant who has not been pre-screened by FortisBC, the Applicant must cause the proposed Consultant to submit information to FortisBC with respect to the proposed Consultant's skills, qualifications and experience. FortisBC will determine whether the proposed Consultant meets the requirements set forth in the Consultant Eligibility Criteria. FortisBC will advise both the Applicant and the proposed Consultant in writing within 30 days of receipt of all requested information whether or not the proposed Consultant is accepted or rejected.
 - 2.5. **If the Applicant wishes to select a Consultant in accordance with section 2.4.2, the Applicant agrees that it will not enter into any agreement with the Consultant with respect to performance or conduct of an Energy Study without the prior written approval of FortisBC of the proposed Consultant's credentials.**
 - 2.6. The Applicant acknowledges and agrees that the selection, engagement and termination of the services of the Consultant, including but not limited to, any fees, costs or charges, are at the discretion of the Applicant and are the sole responsibility of the Applicant.
 - 2.7. Inclusion in the Consultant List does not constitute a business agency arrangement between the Consultant and FortisBC and the Consultant may not bind or commit FortisBC to any matter. Pursuant to the Program terms and conditions, energy studies and analysis must be submitted directly to FortisBC by the Program participant and FortisBC will not accept same directly from Consultants. All requests for consideration of an Energy Study must come from Program participants who have applied to the Program with the assistance of a FortisBC representative.
 - 2.8. FortisBC will have no obligation to the Applicant beyond the provision of Energy Study Funding as outlined under section 3 below. The Applicant acknowledges and agrees that FortisBC assumes no other responsibilities or obligations in connection with the services or recommendations of the Consultant or any projects carried out by the Applicant upon the recommendation of the Consultant.
 - 2.9. FortisBC and the Applicant agree to provide all reasonable cooperation and support to each other in their mutual objective to successfully implement the Energy Study, and to develop and implement the Energy Conservation Measures at the Applicant's building or facility.
 - 2.10. The Applicant will ensure that the Consultant prepares an Energy Study Report with respect to those proposed Energy Conservation Measures approved by FortisBC (the "Report") and submits the Report to FortisBC for its review. The Applicant will cause the Report to be formatted and presented in accordance with the requirements as set out in the *Energy Study Guide – Retrofit Projects*.
 - 2.11. The Applicant will cause the Report to be completed and submitted to FortisBC for review within six months of the Applicant's written acceptance of these general terms and conditions as defined by the execution of the Applicant Declaration on the Energy Study Approval Letter.
 - 2.12. The Applicant acknowledges and agrees that it is a condition precedent (among others) that, in order to qualify for the payment of any funding with respect to the Energy Study or any Energy Conservation Measures identified in the Energy Study, the Applicant must not have ordered or purchased any of the materials or equipment required to implement such Energy Conservation Measures without the prior written consent of FortisBC.
 - 2.13. The Energy Study and Report must identify and analyze those Energy Conservation Measures for which the Applicant has sought and received FortisBC approval for funding assistance, as described in the Proposal.
 - 2.14. The Applicant will submit the Report to FortisBC prior to the Applicant completing tender drawings or otherwise purchasing the materials and equipment necessary to implement the Energy Conservation Measures contemplated in the Report. If there are changes to the Energy Conservation Measures, building or facility design or any other part of the Report, the Report must be updated post tender with post-tender costs and any other changes.
 - 2.15. FortisBC will conduct a review of the Report to verify its form and contents, prior to acceptance of the Report. If FortisBC, acting reasonably, rejects the Report it will provide the Applicant with reasons for such rejection.
- 3. Energy Study Funding**
- 3.1. Subject to the terms and conditions herein, the approved Energy Study cost and scope of work eligible to receive Energy Study Funding, and the associated Energy Study Funding amounts will be identified and communicated to the Applicant in writing in the Energy Study Approval Letter. The amount of Energy Study Funding available to the Applicant pursuant to the Proposal will be limited to, and will not exceed, the amount approved by FortisBC as identified in the Energy Study Approval Letter.
 - 3.2. FortisBC will provide the Applicant with funding in an amount equal to the lesser of 50 per cent of final invoiced amounts pursuant to article 3.2.3 below, or the maximum amount set forth in the Energy Study Approval Letter (the "Funding"). The Funding excludes GST. The Funding will be advanced in full upon:
 - 3.2.1. completion of the Energy Study and submission of the Report to FortisBC for review;
 - 3.2.2. FortisBC's written approval of the Report;
 - 3.2.3. submission, by the Applicant, of copies of invoices with proof of payment for costs incurred in connection with the conduct of the Energy Study and preparation of the Report.
 - 3.3. In the event the Applicant fails to submit the copies of invoices with proof of payment for costs incurred in connection with the conduct of the Energy Study and preparation of the Report within 180 days of FortisBC's approval of the Report, any obligation on the part of FortisBC to advance any funding will terminate and FortisBC will have no further obligation with respect to the Applicant.
 - 3.4. The Applicant acknowledges and agrees that it will not be entitled to receive, and FortisBC will not be obligated to provide, Funding if the combined total of funding received from FortisBC with respect to the Energy Study and all third party contributions with respect to same will equal or exceed 100 per cent of the FortisBC-approved Energy Study Funding.
- 4. Warranties and agreements**
- 4.1. The Applicant acknowledges and agrees that:
 - 4.1.1. the Applicant has read the Program eligibility requirements set forth above ("the Program Eligibility

- Requirements”) and fully qualifies to participate in the Program;
- 4.1.2. all information submitted by the Applicant to FortisBC pursuant to the Proposal and otherwise communicated to FortisBC with respect to the Program is true and correct;
 - 4.1.3. the Applicant has not ordered or purchased any of the materials or equipment required to implement the proposed Energy Conservation Measures without the prior written consent of FortisBC.
- 4.2. The Applicant acknowledges and agrees that FortisBC reserves the right to amend these terms and conditions or terminate this Program at any time.
 - 4.3. Subject to section 8.5, FortisBC will keep confidential any confidential business, technical or financial information or records made available to FortisBC by the Applicant in connection with the Energy Study or matters arising under this Agreement, and will not disclose such information except as may be required by law or regulatory proceeding.
- 5. Adjustment and repayment of funding**
- 5.1. The Applicant will immediately notify FortisBC in writing if the Applicant receives contributions or contribution commitments towards completion of the approved Energy Study through financial incentive programs from organizations other than FortisBC (“Third Party Contributions”), and the Applicant will advise FortisBC of the nature and extent of the Third Party Contributions.
 - 5.2. The maximum amount of Energy Study Funding available from FortisBC is the lesser of \$25,000 or 50 per cent of the cost of the Energy Study as approved by FortisBC pursuant to the Proposal. If at any time, the combined total of the Energy Study Funding and all Third Party Contributions exceed 50 per cent of the FortisBC approved cost of the Energy Study, the Applicant will, upon demand by FortisBC, repay FortisBC for the full amount of the excess within 30 days of such demand, which amount will not exceed the total amount of Energy Study Funding received by the Applicant. Such amount will constitute a debt due and owing to FortisBC.
- 6. Termination**
- 6.1. The Energy Study Funding is conditional upon FortisBC’s review, final acceptance and written approval of the Report. If FortisBC, acting reasonably, determines, at its sole discretion, that the Report differs substantially from the requirements of the *Energy Study Guide – Retrofit Projects*, the Applicant must revise the approved Energy Study to meet such requirements, and must forward a revised copy of the Report to FortisBC for review. FortisBC will withhold payment of Energy Study Funding until such time that it approves the Report, in its sole discretion. Should the Applicant fail to submit a Report pursuant to this section, FortisBC may terminate this Agreement upon notice to the Applicant.
 - 6.2. In the event that the Applicant fails to comply with any term or condition of this Agreement, or becomes insolvent or bankrupt, FortisBC may, in addition to any other right or remedy available to it, terminate this Agreement upon notice to the Applicant.
- 7. Liability and indemnity**
- 7.1. Notwithstanding that FortisBC or its employees, representatives or agents may have reviewed the information contained in the Proposal and any associated Energy Study, it is understood and agreed that FortisBC, not being a contractor, system designer or manufacturer of any of the features incorporated into the Energy Conservation Measures, makes no representations or warranties with respect to retention of the Consultant, or the Energy Study, the Report or the Energy Conservation Measures whatsoever, express or implied, as to the quality of analysis, design or installation, workmanship, merchantability and fitness for a particular purpose, nor with respect to the expected or anticipated natural gas consumption, nor does FortisBC warrant that any Energy Conservation Measures described in the Energy Study or Report or other communications prepared by the Consultant will satisfy the requirements of any law, rule specification or contract.
 - 7.2. The Applicant does hereby indemnify and save harmless FortisBC Energy Inc., FortisBC Energy (Vancouver Island) Inc., FortisBC Energy (Whistler) Inc. and their respective directors, officers, agents and employees from all liability, damages, claims, demands, expenses and costs for claims, costs for injury or death of any person, damage to or destruction of property and all economic loss suffered by any person arising from or occurring by reason of the Program or actual or alleged preparation of the approved Energy Study or Report, including any actions or omissions by the Consultant, third party consultants or contractors in the preparation of the approved Energy Study and Report.
 - 7.3. FortisBC will not be responsible for any tax liability imposed on the Applicant as a result of any payment of Funding.
 - 7.4. FortisBC does not endorse any particular consultant, manufacturer, product, system, design, contractor, supplier or installer in promoting this Program.
- 8. Additional terms and conditions**
- 8.1. These terms and conditions and any agreements formed by acceptance of the Energy Study Approval Letter by FortisBC (the “Contract Documents”) will be governed by and interpreted in accordance with the laws of the Province of British Columbia.
 - 8.2. The Contract Documents embody the entire Agreement between the parties with regard to the subject matters dealt with herein, and no understanding or agreements, oral or otherwise, exist between FortisBC and the Applicant except as contained in the Contract Documents.
 - 8.3. Subject to section 8.8, unless otherwise terminated according to sections 3.3 or 6, the Contract Documents will expire upon completion of the disbursement of the Funding total as described in section 3 of this Agreement.
 - 8.4. The Contract Documents may not be modified except in writing signed by both parties.
 - 8.5. The Applicant does hereby agree to allow FortisBC to publish the Applicant’s business name, a general description of the system upgrade undertaken and resulting energy performance and payback period for the purpose of promoting the Commercial Custom Design Program. The Applicant will review and approve any promotional material prior to publication. Such approval will not be unreasonably withheld. The Applicant further agrees not to use FortisBC or any of its trademarks without the express written consent of same. Such approval will not be unreasonably withheld.
 - 8.6. The Applicant agrees to acknowledge the assistance provided by FortisBC in all publications, publicity material and other forms of release or communication pertaining to the project. All such communications mentioning FortisBC must first be submitted to and approved in writing by FortisBC before publication.
 - 8.7. FortisBC will keep confidential any confidential business, technical or financial information or records made available to FortisBC by the Applicant in connection with matters arising under participation in the Program, and will not disclose such information except as may be required by law.
 - 8.8. Sections 5, 6 and 7 and any rights and obligations of the parties under this Agreement that are by their nature continuing, will survive expiry or termination of this Agreement.
 - 8.9. A notice that either party may be required or may desire to give the other party will be in writing and will be given to and received by the addressee on the day when it is delivered, by hand, by courier or by prepaid mail, at the following addresses:
- If to FortisBC:
FortisBC Energy Inc.
Attention: Energy Efficiency and Conservation
16705 Fraser Highway
Surrey, B.C. V4N 0E8
- If to Applicant: at the name and address provided by the Applicant as identified within the Proposal.
- Either party may from time to time change its address for notice by giving notice to the other party.

DATE OF MEETING June 27, 2016

AUTHORED BY POUL ROSEN, SENIOR MANAGER, ENGINEERING

SUBJECT SUBDIVISION CONTROL BYLAW 1989 No. 3260 PROPOSED AMENDMENTS TO THE MANUAL OF ENGINEERING STANDARDS AND SPECIFICATIONS

OVERVIEW

Purpose of Report

This report provides an update on the amendments to the Manual of Engineering Standards and Specifications (MoESS) that is planned for presentation to Council as a bylaw amendment on 2016-JUL-11.

DISCUSSION

The Manual of Engineering Standards and Specifications (MoESS) forms part of the Subdivision Control Bylaw 1989 No. 3260 as Schedule 'A'.

Over the past year the Engineering Department, collaborating with internal and external manual users, reviewed and developed the proposed MoESS Edition No.11 with considerations given to:

- Amendment suggestions from the public, staff and engineering consultants.
- Amendments to reflect current design and construction practices.
- Specifications of other jurisdictions, governing organizations, and current best practices.
- Amendments to clarify wording and interpretation.

The revision process started in early 2015 with requests sent out to listed external manual users (consulting engineers, contractors, suppliers and development community) and staff for improvements or update suggestions. In addition to the submitted revision suggestions, several sections or chapters were identified for a major overhaul. Four out of fourteen sections underwent a major overhaul, as well as Appendices. They are:

- Section 1: General drafting, record drawing and data management standards.
- Section 5: Water Distribution System design criteria, specifications and installation standards.
- Section 7: Stormwater Management design criteria, specifications and installations standards.
- Section 12: Asphaltic Concrete Paving specifications and installation standards.
- Appendices: Submission forms and calculation sheets to support, clarify, and standardize the data collection management and subdivision completion process.

Regular Committee of the Whole

Meeting 2016-JUN-27

At the 2016-MAR-14 Committee of the Whole meeting, Staff provided Council with a presentation on the MoESS update including the amendment process and an overview of proposed changes.

Subsequent to the Council presentation the proposed revisions were published for public consultation. Letters were sent out to manual users and the development community advising of the proposed revision and seeking input and comment. Also the proposed revisions were published on the City's website for the general public to provide comment.

Due to the size of the document, the MOESS document is not attached to this report; however, the website link is listed below.

<http://www.nanaimo.ca/EN/main/departments/Engineering-Public-Works/4491/engineering-standards-manual.html>.

The consultation period has now ended and the comments are being considered for incorporation into the final document.

The final MoESS document is being prepared for Council to consider amendment of the bylaw. Unless otherwise directed by Council, staff will be returning with the first reading of the bylaw amendment on 2016-JUL-11 (first, second, and third reading).

Once the bylaw is amended, a period of 60 days is provided before implementation to allow consultants, contractors, suppliers, and the development community time to make the necessary adjustments. If Council adopts the bylaw amendments on 2016-AUG-08, the implementation would be set for November 2016.

SUMMARY POINTS

- The City has undertaken a collaborative and comprehensive revision process to prepare the proposed Edition No. 11 of the MoESS.
- The revisions will provide an improved and updated set of engineering standards for the City.
- The bylaw amendment is planned for consideration by Council on 2016-JUL-11.

ATTACHMENTS

Attachment A - The MoESS Amendment Process Flow Chart

Submitted by:



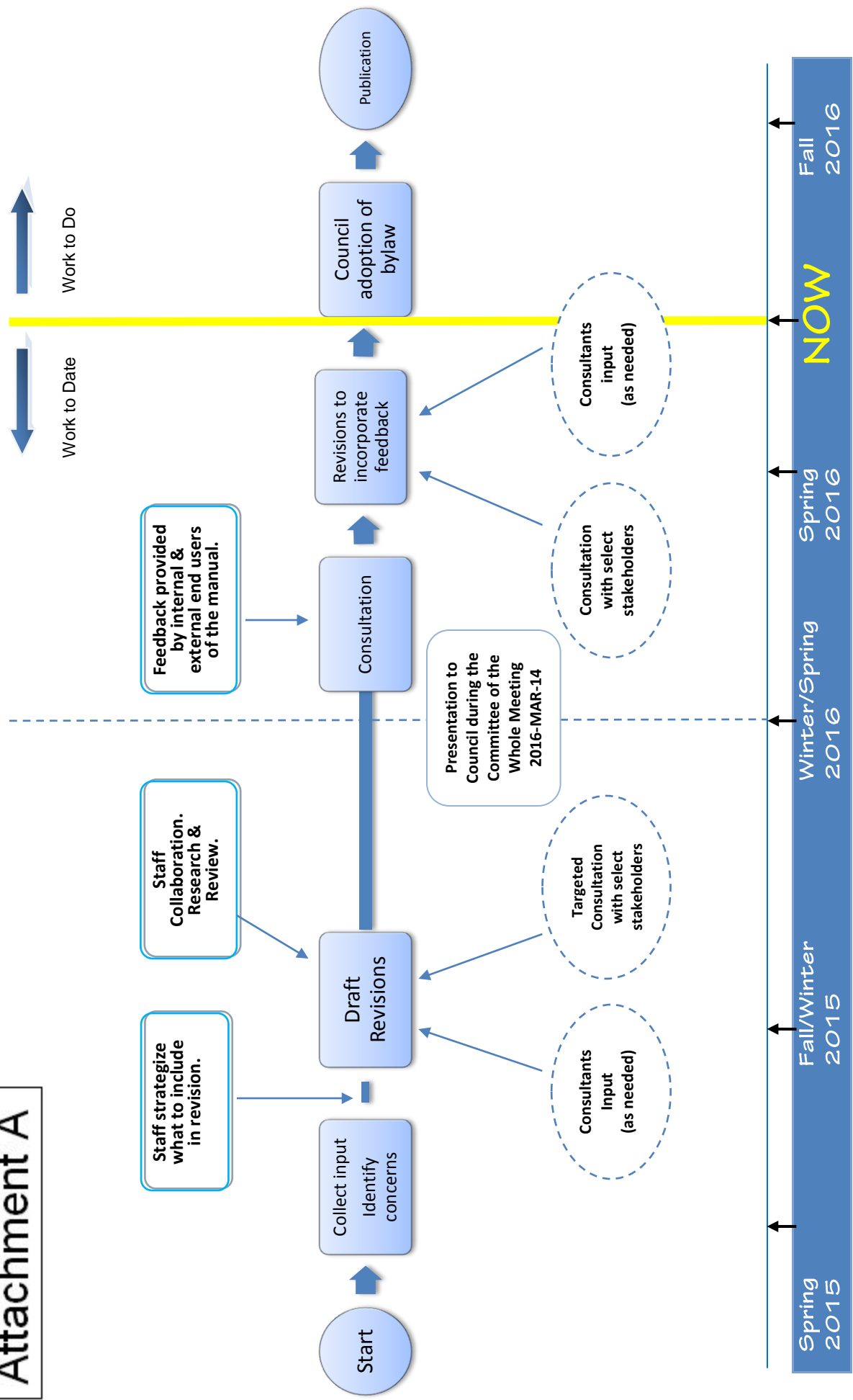
Poul Rosen
Senior Manager, Engineering

Concurrence by:



Geoff Goodall
Director, Engineering & Public Works

Attachment A



MANUAL OF ENGINEERING STANDARDS AND SPECIFICATIONS AMENDMENT PROCESS FLOW CHART



CITY OF NANAIMO
MINUTES OF THE MEETING OF THE DESIGN ADVISORY PANEL
HELD ON 2016-MAY-26 AT 5:00 P.M. IN ROOM 105 OF THE CITY'S SERVICE & RESOURCE
CENTRE 411 DUNSMUIR STREET, NANAIMO, BC

MEMBERS: R. deBeeld, Chair
D. Appell
G. Minhas
W. Melville
Councillor Hong
F. Brooks
K. Krastel
A. Ionescu

STAFF: G. Noble, Development Approvals Planner
L. Nielsen, Recording Secretary

1. CALL TO ORDER

5:00 pm start

2. PANEL REVIEW

Development Permit Application No. DP000987 – 244 Selby Street

Gary Noble introduced the project (Selby Street parking spillover concern conveyed) – Mr. Jerry Ellins, Ellins Architect Inc, presented the project (Power Point presentation) accompanied by Victoria Drakeford, Landscape Architect and Mrs. Bodil Ellins.

- Site context and surrounding areas explained
- Two flanking rental apartment buildings have the same central entrance - the new project- four units facing Selby, and four facing Richards which have added outdoor spaces with the balconies. Wing walls give the lower units a little more privacy.
- Entrance is contemporary with flat roof.
- Ground floor unit windows screened by fencing
- Exterior finish material board presented – hardie panel (brown and black tones)
- Parking area for 9 bikes added. Dedicated disabled parking space needed near front entrance.

Landscape Plan – Victoria Drakeford

- Introducing modern edge to respond to modern architecture with Old City streetscape area

Discussion:

- Trees: selection, maintenance, and neighbourhood continuity
- Front yard variance / Fencing and screening
- Path surfacing
- Roof pitch

Motion to accept DP987 as presented with support for the variances, and provide the following recommendations:

- *Consider ways to increase the transparency of the proposed fence.*
- *Consider ways to provide a stronger urban street edge along Richards Street, suggestions include removing two parking stalls; moving the garbage bin to behind the concrete wall, providing additional landscaping and removing the fence.*
- *Consider adding an electric car recharging station.*
- *Consider adding glazing to the south side exit door to resolve any potential CPTED issues.*
- *Consider installing birch trees on the north side of the building.*

MOTION CARRIED

Development Permit Application No. DP000995 – 1880 Dufferin Crescent

Gary Noble introduced the project, and explained the proposed variance and bioswale upgrade requirement – Ms. Breanna Bourcier (Delinea Design Consultants) presented the project (a commercial building with a Caretaker's suite on the 2nd floor), accompanied by Victoria Drakeford, Landscape Architect and Mr. Gur Minhas, property owner.

- Building siting, rear parking, front bioswale and pedestrian connection referenced
- Site context explained – surrounding Green Rock properties (contemporary architectural feel)
- Building: contemporary design, approximately 3200'sq up and down; Caretaker's suite to be decided in the future
- Exterior materials: metal cladding and hardie-plank siding (consistent finish on all four sides of building); firewall between buildings 18-36"
- Lower canopy breaks up the mass, provides more human scale

Landscape Plan - Victoria Drakeford

- Borrowing from the Moksha site across the street
- Three spruce trees to form edge against the distillery next door; two existing oak trees on street boulevard; birch trees being added
- Bioswale will continue in front

Discussion:

- Clarifications given to Panel members re interior design, siting and landscape plan (bioswale).
- Vehicle connection to neighbouring properties

Motion to accept DP995 as presented with support for the variances and provide the following recommendations

- *Consider enhancing the pedestrian experience coming around the front side of the building.*
- *Consider ways to protect the north facade of the building*
- *Consider a joint access agreement with the neighbouring property at 1870 Dufferin Crescent in order to allow truck movements.*

MOTION CARRIED

Development Permit Application No. DP001000 – 508 Eighth Street

Gary Noble introduced the mixed-use development. Mr. Noble noted several design (form and character) weaknesses. The Harewood Neighbourhood Plan Urban Design Guidelines were referenced. Mr. Daryoush Firouzli presented the project (Power Point presentation), accompanied by Victoria Drakeford, Landscape Architect; Mr. Jeff Windley, Windley Contracting, Keith Davies (Herold Engineering) and the principal owners of the property – Harewood Holdings: Mr. Brett Large and Mr. Randy Wilson.

- Project consists of two buildings:
 - A corner one-storey commercial building, and
 - A two-storey mixed use building (CRUs and 8 residential units)
- Existing site and context explained (photos presented) – reference made to QF project (photos presented)
- Two variances – parking, and setback (west end of property)
- Front entrance announced by using pavers (no asphalt), and row of trees on both sides of sidewalk
- Garbage location – Bruce Avenue

- Architectural form and exterior materials to be similar to those proposed for the neighbouring QF development – fiber-cement boards, wood siding bands, aluminum windows.
- Site grading explained - Main floor elevation difference between the two building is almost 1.5m

Landscape Plan – Victoria Drakeford:

- Street trees match adjoining QF project (tall narrow trees), hydro line consideration.
- Trees and hedging along QF site edge
- Opportunity for small staff amenity space between building and street along Eighth Street

Storm Water Management – Keith Davies

- Mr. Davies provided a brief overview of the site's storm water management plan

Motion to extend meeting past 7 p.m. – Accepted unanimously

Discussion:

- Possibility of shared parking with QF site
- Slope of disabled access from Bruce Avenue
- Restaurant; questioned secluded patio location
 - Rooftop equipment screening and interaction with the public realm along Eighth Street
- Location and screening of garbage dumpster - move to northwest corner of the site
- CRUs positioning and relationship to Eighth Street
- Loading Bays
- Building longevity
- Pedestrian connectivity/walkway between this site and QF
- Landscape Plan concerns

Contractor: Jeff Windley spoke on behalf of the project's architectural design

Owner: Randy Wilson took the floor (approx. 7:20 pm) and spoke on behalf of the development re loading bays, overall building siting and design/layout (liquor store glazing), parking, and the relationship to the abutting sites.

Motion to accept DP1000 as presented with support for the variances and provide the following recommendations:

- *Consider relocating the garbage enclosure to the northwest corner of the site and work with Staff to ensure that it is well screened.*
- *Consider working collaboratively with Quality Foods to provide a pedestrian link connecting the two sites.*
- *Look at possible ways to screen the loading dock(s) and rooftop equipment if necessary.*
- *Look at ways to articulate the Eighth Street elevation and work with Staff in order that Panel concerns are met regarding the articulation of the walls, and landscaping along those areas.*
- *Give consideration to providing additional trees to the parking area. The Panel will support a parking variance.*





MOTION CARRIED
(F.Brooks abstains)

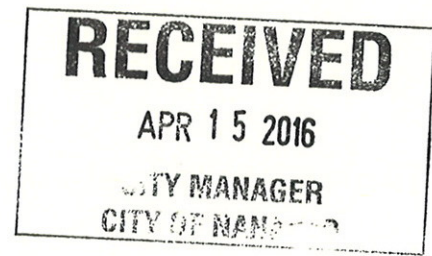
3. MEETING MINUTES – April 14 and 28th Approved:

4. ADJOURNMENT

The meeting adjourned at approximately 8:00 p.m.

Next Scheduled Meeting – 2016-JUN-09

	
STAFF LIAISON	Date
	June 8/16
CHAIR	Date
	June 17, 2016
CORPORATE OFFICER	Date



April 8, 2016

Ref: 166815

His Worship Mayor Bill McKay
City of Nanaimo
455 Wallace St
Nanaimo, BC V9R 5J6

Dear Mayor McKay:

The Province of British Columbia knows that British Columbians have expressed an interest in seeing greater choice, convenience and competition in the availability and provision of transportation and accommodation services. Companies such as Uber, Lyft and Airbnb may present opportunities to meet changing public expectations.

In considering the opportunities that these services may provide, it is important that the Province understands any impacts that could result for consumers, host communities and existing service providers. The many people currently providing passenger and accommodation services in British Columbia have made investments, providing jobs and valuable contributions to the economy. Thought must be given as to how any new services are regulated, recognizing the need to be respectful of existing industry participants while at the same time being fair and equitable to any possible new entrants to these sectors.

To this end, over the coming months, I will be meeting with a wide array of stakeholders to explore issues pertaining to the sharing economy and develop a better understanding of the opportunities and challenges that they provide for citizens and communities.

Locally elected officials from both urban and rural regions will have important perspectives on the issues and opportunities surrounding the sharing economy, and I am eager to draw these out as part of the consultation process. It is my hope that I will be able to engage with as many local governments as possible in person over the coming months. Regardless of whether we are able to undertake this discussion in person, I would also value the opportunity to review your thoughts on this matter via any written submission you may care to provide to me, and I encourage you to consider sending your thoughts to me directly by email at: CSCD.Minister@gov.bc.ca.

Your perspectives could include ideas on how sharing and existing service economies could be integrated, on perceived challenges and opportunities, and on provincial and local government roles in regulating and facilitating any changes we might contemplate.

.../2

His Worship Mayor Bill McKay
Page 2

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a stylized flourish at the end.

Peter Fassbender
Minister

Delegation Request

Mr. Dennis McMahon has requested an appearance before Council.

The requested date is June 27, 2016.

The requested meeting is:
COW

Presenter's Information:

City: Nanaimo
Province: BC
Bringing a presentation: Yes

Details of Presentation:

Cultural facilities in Nanaimo.

Delegation Request

Mr. Holden Southward has requested an appearance before Council.

The requested date is June 27, 2016.

The requested meeting is:
COW

Presenter's Information:

City: Nanaimo
Province: BC
Bringing a presentation: No

Details of Presentation:

A new vision for Nanaimo.

Delegation Request

Mr. Omar Karim has requested an appearance before Council.

The requested date is June 27, 2016.

The requested meeting is:
COW

Presenter's Information:

City: Nanaimo
Province: BC
Bringing a presentation: Yes

Details of Presentation:

Vancouver Island University's MBA Program has won the bid to host the National MBA Games here in Vancouver Island for the first time in Canada. All the MBA students across Canada will be coming to Nanaimo and we wanted to work with City Council and ensure that they are fully aware of this opportunity.